

Letter to the Department of Human Services From the School Food Authority

Date: _____

Dear _____:

The regulations for the Food Stamp Program (FS) and the Department of Human Services (DHS) permit Food Stamp and FIP Offices to release eligibility information to administrators of the National School Lunch and Breakfast Programs to ensure that only eligible children receive free meal benefits.

The receipt of food stamps or FIP automatically qualifies children for free school meals. Enclosed is a listing of the names and food assistance or FIP case numbers for those approved free meal applicants who have been selected for verification. They have been approved to receive free meal benefits because they have indicated that the child for whom application was made now receives food stamp and/or FIP benefits. On the enclosed listing, please indicate if these household members are currently participating in the Food Stamp and/or FIP program. This information will be used only to confirm the approved applicant's eligibility for free meals benefits.

Your prompt return of this listing will be appreciated. A self-addressed return envelope is also enclosed for your convenience. If you have any questions or need additional information, please contact _____ *(enter name of school official)* at _____ *(enter telephone number)*.

Sincerely,

Signature

Title

Enclosure

Food Stamp (Food Assistance Program) or FIP Recipients Verification Form

Adult Household Member <i>(Last Name, First Name)</i>	Child(ren)'s Name <i>(Last Name, First Name)</i>	Food Stamp or FIP Case Number	Current Participation in Food Stamps or FIP	
			YES	NO

Signature of DHS Official

Title

Mailing Address

Date

City/State/ZIP

Telephone Number